

MENDOCINO COLLEGE FOUNDATION, INC.
MINUTES OF THE BOARD OF DIRECTORS MEETING
APPROVED

A regular meeting of the Mendocino College Foundation, Inc. Board of Directors convened on Tuesday, October 16, 2018 at Mendocino College North County Center, Room 8020, 372 E. Commercial Street, Willits, California.

GENERAL MATTERS

Call to Order The meeting was called to order by Foundation President Harden at 12:10 p.m.

<i>Members Present</i>	Marilyn Harden, President	Present	Jay Epstein	Absent
	Donald Coursey, Vice President	Present	Tom Herman	Present
	Arturo Reyes, Secretary/Treasurer	Absent	Tod Kong	Absent
	Kim Bradley	Present	Todd McMahon	Present
	Brian Carter	Absent	Charley Myers	Present
	Greg Cavalin	Absent	Barbara Rice	Absent
	Jerry Chaney	Present	Travis Scott	Present
	Linda Chapman	Present	Tom Dow	Present
	Channing Cornell	Present	Irma Turner	Absent
	Mark DeMeulenaere	Present		

Staff Present Katie Fairbairn, Executive Director

College Staff Present Ulises Velasco, Vice President of Student Services
Eileen Cichocki, Assistant Superintendent/Vice-President of Administrative Services
North County Center staff: Peggy Randrup, Eileen Lucas, Robin Holden, Kevin Burtness,
Mary Holcomb

Guests Present None

Public Comments None

Approval of Agenda M/S/C (Scott/Dow) To approve the agenda as presented.

The matter passed 12-0.

Approval of Minutes M/S/C (DeMeulenaere/Chaney) To approve the minutes of the regular meeting of the Mendocino College Foundation Board of Directors held on August 21, 2018 and the special meeting on September 26, 2018.

The matter passed 12-0.

TIMED ITEM **Promise Program presentation by Ulises Velasco, Mendocino College Vice President of Students Services**

Velasco provided a PowerPoint presentation about the Promise Program which provides graduating high school seniors who enroll full time their first year of college tuition free. The presentation also addressed the funding that would be necessary to institute the program at Mendocino College.

DISCUSSION/ACTION

Director Resignation Director Brian Carter submitted a letter of resignation from the Board. A recommendation was made to approve his request. Brian has served on the Foundation Board since December of 2010. He was a member of Finance Committee, Land Committee and Scholarship Committee.

M/S/C (Scott/Cornell) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve the resignation of Brian Cater with regret.

The matter passed 12-0.

***Ad Hoc Bylaws
Review Committee***

The current bylaws include areas that are inconsistent, obsolete or out of date. A recommendation was made by the Executive Committee to appoint an ad hoc Bylaws Review Committee to review the current bylaws and make recommendations for revisions.

M/S/C (Dow/Herman) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve the creation of an ad hoc Bylaws Review Committee comprised of Directors DeMeulenaere, Chaney and President Harden to review the current bylaws and make recommendations for revisions.

The matter passed 12-0.

***2018-2019 Affiliates
Budgets***

Proposed 2018-2019 budgets for the following affiliates were presented for review and approval:

- Friends of Mendocino College Agriculture (FMCA)
- Friends of Mendocino College Culinary Arts Management (FMCCAM)
- Friends of Mendocino College Gallery (FMCG)
- Friends of Mendocino College Recording Arts Technology (FMCRAT)
- Friends of Mendocino College Theatre (FMCT)
- Mendocino College Athletic Boosters (MCAB)

Proposed budgets have not been submitted for the Friends of Mendocino College Human Services or Friends of Mendocino College Library.

M/S/C (Scott/Chaney) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve the 2018-2019 budgets for the following affiliates as presented: Friends of Mendocino College Agriculture (FMCA), Friends of Mendocino College Culinary Arts Management (FMCCAM), Friends of Mendocino College Gallery (FMCG), Friends of Mendocino College Recording Arts Technology (FMCRAT), Friends of Mendocino College Theatre (FMCT), Mendocino College Athletic Boosters (MCAB).

The matter passed 12-0.

***Affiliate Liaison
Opportunities***

Due to recent resignations and the addition of a new affiliate, Directors were asked to consider volunteering as a liaison for the following affiliates:

- Friends of Mendocino College Agriculture
- Friends of Mendocino College Coast Field Station and Natural Sciences
- Friends of Mendocino College Library
- Friend of Mendocino College Recording Arts Technology

A recommendation was made to email this volunteer opportunity to all Board members.

***Letter in Support of
Adventist Health and
St. Joseph Health
Partnership***

A letter in support of a partnership between Adventist Health and St. Joseph Health was presented for review and approval.

M/S/C (Dow/DeMeulenaere) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve the letter in support of a partnership between Adventist Health and St. Joseph Health as presented.

The matter passed 12-0.

REPORTS FOR INFORMATION COMMITTEES

<i>Finance Committee</i>	<p>Investment portfolio update. Current investment reports were provided for information.</p> <p>2018-2019 budget update.</p> <p>Directors' contributions. Contributions to date for 2018-2019: \$27,080.</p> <p>Donations summary report. The 2018-2019 donations summary report was provided for information.</p> <p>Audit. The Foundation's 2017-2018 audit is currently underway. Documents have been submitted by staff. The final audit will be presented to the Mendocino College Board of Trustees for approval in December.</p>
<i>Scholarship Committee</i>	<p>Preparations are currently underway for the 2019-2020 scholarship application period.</p> <p>Recently received acknowledgement letters from two current scholarship recipients were provided for information.</p>
<i>Land Committee</i>	<p>Escrow on the 194.5 acre Orr Springs Road parcels is anticipated to close in late October 2018.</p>
<i>Special Events Committee</i>	<p>Gala 2018 Expense/Revenue report. The expense/revenue report for the past 8 years was provided for information.</p>
<i>Governance Committee</i>	<p>The committee met prior to the Board meeting to discuss director recruitment and planned giving efforts.</p>

EXECUTIVE & STAFF REPORTS

<i>Mendocino College Superintendent/President Report</i>	<p>No report.</p>
<i>Foundation President's Report</i>	<p>No report.</p>
<i>Executive Director</i>	<p>Adopt A Fifth Grader (AAGF) program update. There were 102 recipients in 2018.</p> <p>Newsletter – Fall 2018. The fall newsletter is complete and will be mailed in the next couple weeks.</p> <p>Press releases. Recent press releases were provided for information.</p> <p>Coastal development. A written report was provided for information.</p>
<i>Directors Reports</i>	<p>Director Chapman will begin providing a 5-minute planned giving moment at Board meetings.</p>
<i>Affiliates Reports</i>	<p>Friends of Mendocino College Agriculture (FMCA). No report.</p> <p>Mendocino College Athletic Boosters (MCAB). No report.</p> <p>Friends of the Mendocino College Library (FMCL). No report.</p> <p>Lake County Friends of Mendocino College (LCFMC). A written report was provided for information.</p>

Friends of the Mendocino College Theatre (FMCT). A written report was provided for information.

North County Friends of Mendocino College (NCFMC). A written report was provided for information.

Friends of the Mendocino College Coastal Field Station and Natural Sciences (FMCCFSNS). A written report was provided for information.

Friends of the Mendocino College Nursing Program (FMCNP). No report.

Friends of Mendocino College Recording Arts Technology. No report.

Friends of the Mendocino College Human Services Program (FMCHSP). No report.

Friends of Mendocino College Gallery (FMCG). No report.

Friends of the Mendocino College Coast Campus (FMCCC). A written report was provided for information

Future Agenda Items

- Affiliates groups – definitions and expectations – Directors Chapman and Scott volunteered to work on streamlining.
- Planned giving - conduit for soliciting and cultivating planned giving gifts
- Promise Program

Adjournment

The meeting of the Board of Directors of the Mendocino College Foundation, Inc. adjourned at 1:59 p.m.